CHARLES TOWN UTILITY BOARD
AGENDA

WEDNESDAY, FEBRUARY 28, 2024

Regular Meeting | **661 South George Street, Charles Town, WV 25414** | **4:00 PM**

CALL TO ORDER

1. **APPROVAL OF MINUTES**
   a. Approval of February 14, 2024 Regular Meeting Minutes
      UB Minutes 02.14.24.pdf

2. **PUBLIC COMMENT**
   This portion of the agenda is designed for members of the general public to share thoughts on items of interest in the community. By law, Board members may ask clarifying questions or discuss procedural matters but are not permitted to discuss the policy merits of any issue unless it is scheduled for discussion.

   The Public is invited to attend this meeting in person or via webcast (www.ctubwv.com- Board Meeting - Meeting Agendas and Minutes 2024) or by accessing the following zoom link:

   https://us06web.zoom.us/j/86563165248?pwd=4IJ5vQpSu3wVqrcuk2pVa5m2YA9fmd.1

   Meeting ID: 865 6316 5248
   Passcode: 253931
   (301)715-8592

3. **UNFINISHED BUSINESS**

4. **NEW BUSINESS**
   a. Renewal & Replacement Project Resolution No. 16 - Contractor Pay Application No. 16
      Pay App No. 16.pdf
   b. Hunter Valley Service Request
      Hunter Valley.pdf

5. **MANAGER REPORTS**
   a. Utility Manager Report
   b. Chairman Report

6. **APPROVAL OF BILLS**
   a. February 28, 2024

Board Report 02.28.24.pdf

7. **ADJOURNMENT**

8. **INFORMATION ONLY**
   a. Next Meeting - March 13, 2024 at 4:00 P.M.
   b. Sewer Capital Disbursement Report
      SW Capital Disbursement Report 02.28.24.pdf

Charles Town Utility Board
Regular Board Meeting
February 14, 2024

The Charles Town Utility Board held a regular meeting on February 14, 2024 at 4:00 P.M. Members of the Board present were John Nissel, Chairman; Duke Pierson, Vice Chairman; Tommy Stocks, Treasurer; Jeff Whitten, Board Member; and Heidi Parker, Board Member. Also present were Kristen Stolipher, Utility Manager; April Shultz, Assistant Utility Manager; Ashley Stottlemyer, Secretary; Robert Rodecker, Legal Counsel.

CALL TO ORDER

The Chairman called the meeting to order at 4:00 P.M.

APPROVAL OF MINUTES

Approval of January 24, 2024 Regular Meeting Minutes

The Chairman called for changes or corrections to the January 24, 2024 regular meeting minutes.

Action: **Motion made by Mr. Pierson, second by Mr. Stocks, the Board unanimously approved the January 24, 2024 minutes as presented.**

PUBLIC COMMENT

Public comment was received from Jacquelyn Milliron.

ELECTION OF OFFICERS

Action: **Motion made by Mr. Whitten, second by Mr. Stocks, the Board unanimously approved the nomination of Mr. Pierson as Vice Chairman. Mr. Pierson accepted the nomination.**

Action: **Motion made by Mr. Pierson, second by Mr. Whitten, the Board unanimously approved the nomination of Mr. Stocks as Treasurer. Mr. Stocks accepted the nomination.**

Action: **Motion made by Mr. Whitten, second by Mr. Pierson, the Board unanimously approved the nomination of Ms. Stottlemyer as Secretary. Ms. Stottlemyer accepted the nomination.**

NEW BUSINESS

Greenfield Forcemain Project – Notice to Proceed

Mrs. Stolipher included the Notice to Proceed for the Greenfield Forcemain project with a commencement date of February 22, 2024 and substantial completion 120 days after. The pre-construction meeting will be held on February 22nd.

Action: **Motion made by Mr. Pierson, second by Mr. Whitten, the Board unanimously approved the Notice to Proceed as presented.**

CTUB Water and Sewer Specifications

Mrs. Stolipher mentioned in 2021, CTUB entered into an agreement with Thrasher Engineering to update the water and sewer specifications and develop pump station design specifications in the

amount of $26,700.00. To date, no payments have been made to Thrasher as no work has been completed. After speaking with Mr. Rodecker, Mrs. Stolipher notified Thrasher of the contract termination. She included a task order by Gwin Dobson & Foreman to perform this work not to exceed $35,000.00.

Action: **Motion made by Mr. Pierson, second by Mr. Whitten, the Board unanimously approved the GDF task order as submitted.**

MANAGER REPORTS

Utility Manager Report

Mrs. Stolipher provided the water and sewer rate adjustments have been approved by the Public Service Commission and will be effective on the April bill based on the reading dates. She is also working on the water and sewer strategic plan updates, easements for the collection project and received a new concept plan for Harvest Hills. Also included in the packet is the FY2023 Draft Financial Statement for the Board's review.

Action: **No action required by the Board.**

Chairman Report

The Chairman had no updates to report.

Action: **No action required by the Board.**

APPROVAL OF BILLS

February 14, 2024

Mrs. Stolipher mentioned the report was updated as the check for Alverez was pulled to be included in the next meeting packet.

Action: **Motion made by Mr. Stocks, second by Mr. Pierson, the Board unanimously approved the payment of the bills.**

ADJOURNMENT

There being no further business at this time, the Board adjourned the meeting.

Action: **Motion by Mr. Pierson, second by Mr. Stocks, the Board unanimously adjourned the meeting at 4:17 P.M.**

INFORMATION ONLY

The next meeting is scheduled for Wednesday, February 28, 2024 at 4:00 P.M. at 661 S. George Street.

_____	_____
John Nissel	Ashley Stottlemyer
Chairman	Secretary

CHARLES TOWN UTILITY BOARD
2022 RENEWAL AND REPLACEMENT PROJECT

RESOLUTION NO. 16

RESOLUTION OF THE CITY OF CHARLES TOWN UTILITY BOARD APPROVING INVOICES RELATING TO THE CONSTRUCTION AND OTHER SERVICES FOR THE 2022 CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT AND AUTHORIZING PAYMENT THEREOF,

WHEREAS, the City of Charles Town Utility Board (CTUB) has reviewed the invoices attached hereto and incorporated herein by reference relation to the project:

a) That none of the items for which payment is proposed to be made has formed the basis for any disbursement theretofore made.

b) That each item for which the payment is proposed to be paid is or was necessary in connection with the Project and constitutes a cost of the project.

c) That each of such costs has been otherwise properly incurred.

d) That the payment for each of the items proposed is due and owing.

NOW, THEREFORE, BE IT RESOLVED the City of Charles Town Utility Board that the payment of the attached Contractor's Application for Payment No. 16 as summarized below, is hereby authorized and directed.

Vendor	2022B & 2022C Construction Fund	WDA Funding EEGF Grant	Total
Alvarez Contractors, Inc.	$0.00	$132,116.09	$132,116.09
Total	**$0.00**	**$132,116.09**	**$132,116.09**

ADOPTED BY the City of Charles Town Utility Board, at the meeting held on the 28th day of February, 2024.

By: _____
John Nissel, Chairman

EJCDC
ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

Contractor's Application for Payment No. 16

Application Period: 1/01/24-1/31/24		Application Date: 1/31/2024
To (Owner): CHARLES TOWN UTILITY BOARD	From (Contractor): ALVAREZ CONTRACTORS, INC.	Via (Engineer): GWIN, DOBSON & FOREMAN INC.
Project: CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Contract: CONTRACT #1	
Owner's Contract No.:	Contractor's Project No.:	Engineer's Project No.:

Application For Payment

Change Order Summary

Approved Change Orders		
Number	Additions	Deductions
CO 1	$498,183.42	
CO 2	$41,179.57	
CO 3	$90,351.00	
TOTALS	$629,713.99	
NET CHANGE BY CHANGE ORDERS	**$629,713.99**	

1. ORIGINAL CONTRACT PRICE	$	$10,151,000.00
2. Net change by Change Orders	$	$629,713.99
3. Current Contract Price (Line 1 ± 2)	$	$10,780,713.99
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates)	$	$7,427,215.80
5. RETAINAGE:		
a. 5% X $7,118,620.00 Work Completed	$	$355,931.00
b. 5% X $308,595.80 Stored Material	$	$15,429.79
c. Total Retainage (Line 5.a + Line 5.b)	$	$371,360.79
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)	$	$7,055,855.01
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)	$	$6,923,738.92
8. AMOUNT DUE THIS APPLICATION	$	$132,116.09
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above)	$	$3,724,858.98

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature

By: [signature] Date: 1/31/2024

Payment of: $ $132,116.09
(Line 8 or other - attach explanation of the other amount)

is recommended by: _____ 01/29/2024
(Engineer) (Date)

Payment of: $ $132,116.09
(Line 8 or other - attach explanation of the other amount)

is approved by: _____ _____
(Owner) (Date)

Approved by: _____ _____
Funding or Financing Entity (if applicable) (Date)

© 2013 National Society of Professional Engineers for EJCDC. All rights reserved.

Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	16
Application Period:	1/01/24-1/31/24	Application Date:	1/31/2024

			Work Completed		E	F		G
A		B	C	D				
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
1	D1 - Moblization/Demob.	$20,000.00	$20,000.00	$0.00	$0.00	$20,000.00	100.0%	$0.00
2	D1 - Bonds/Insurance	$178,000.00	$178,000.00	$0.00	$0.00	$178,000.00	100.0%	$0.00
3	D1 - Video Taping	$4,500.00	$4,500.00	$0.00	$0.00	$4,500.00	100.0%	$0.00
4	D1 - Field Office	$18,000.00	$12,960.00	$540.00	$0.00	$13,500.00	75.0%	$4,500.00
5	D1 - QC Testing (Cash Allowance)	$50,000.00	$17,000.00	$0.00	$0.00	$17,000.00	34.0%	$33,000.00
6	D1 - Submittals/Shop Drawings by ACI	$40,000.00	$38,000.00	$0.00	$0.00	$38,000.00	95.0%	$2,000.00
	DIVISION 2 - SITE WORK							
7	D2 - Sediment & Erosion Control	$20,200.00	$17,776.00	$0.00	$0.00	$17,776.00	88.0%	$2,424.00
	SITE DEMOLITION							
8	D2 - Concrete Pads	$4,100.00	$205.00	$0.00	$0.00	$205.00	5.0%	$3,895.00
9	D2 - Remove all Ex. Underground Lines at Centrifuge Bldg. Site	$32,900.00	$29,610.00	$0.00	$0.00	$29,610.00	90.0%	$3,290.00
10	D2 - Remove all Ex. Underground Lines at Electrical Bldg. Site	$12,400.00	$12,400.00	$0.00	$0.00	$12,400.00	100.0%	$0.00
11	D2 - Remove Portions of Underground Lines at Ex. Press Bldg.	$4,200.00	$210.00	$0.00	$0.00	$210.00	5.0%	$3,990.00
	STRUCTURES & BUILDING DEMOLITION							
12	D2 - Headworks Building	$40,200.00	$40,200.00	$0.00	$0.00	$40,200.00	100.0%	$0.00
13	D2 - Influent Pump Station & Bypass Pump Set Up	$97,500.00	$97,500.00	$0.00	$0.00	$97,500.00	100.0%	$0.00
14	D2 - UV Equipment	$18,300.00	$16,470.00	$0.00	$0.00	$16,470.00	90.0%	$1,830.00
15	D2 - Plant Drain Pump Station	$14,800.00				$0.00		$14,800.00
16	D2 - Electrical Building by ACI	$7,900.00				$0.00		$7,900.00
17	D2 - Sludge Day Tank & Pump Building	$97,800.00	$97,800.00	$0.00	$0.00	$97,800.00	100.0%	$0.00
18	D2 - Digester Blower Building	$32,500.00	$32,500.00	$0.00	$0.00	$32,500.00	100.0%	$0.00
19	D2 - Sludge Transfer Pump Building	$3,200.00				$0.00		$3,200.00
20	D2 - Digester Tank	$8,200.00	$8,200.00	$0.00	$0.00	$8,200.00	100.0%	$0.00
21	D2 - SBR	$1,600.00				$0.00		$1,600.00
	EXCAVATION (MAJOR STRUCTURES)							
22	D2 - Centrifuge Building	$38,900.00	$38,900.00	$0.00	$0.00	$38,900.00	100.0%	$0.00
23	D2 - Electrical Building by ACI	$7,800.00	$7,800.00	$0.00	$0.00	$7,800.00	100.0%	$0.00
24	D2 - Blower Pad	$5,100.00	$5,100.00	$0.00	$0.00	$5,100.00	100.0%	$0.00
25	D2 - Generator Pad	$5,200.00	$5,200.00	$0.00	$0.00	$5,200.00	100.0%	$0.00
	BACKFILL (MAJOR STRUCTURES)							
26	D2 - Centrifuge Building	$42,300.00	$38,070.00	$0.00	$0.00	$38,070.00	90.0%	$4,230.00
	STRUCTURAL STONE							
27	D2 - Centrifuge Building	$13,400.00	$13,400.00	$0.00	$0.00	$13,400.00	100.0%	$0.00
28	D2 - Electrical Building	$5,600.00	$5,600.00	$0.00	$0.00	$5,600.00	100.0%	$0.00
29	D2 - FRP Building	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.0%	$0.00
30	D2 - Generator Pad	$1,500.00	$1,500.00	$0.00	$0.00	$1,500.00	100.0%	$0.00
31	D2 - Blower Pad	$1,500.00	$1,500.00	$0.00	$0.00	$1,500.00	100.0%	$0.00
	YARD PIPING							

© 2013 National Society of Professional Engineers for EJCDC. All rights reserved.

Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	16
Application Period:	1/01/24-1/31/24	Application Date:	1/31/2024

			Work Completed		E	F		G
A		B	C	D				
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
32	D2 - 2" Sch 80 PVC Water Service to Headworks Bldg.	$9,900.00	$9,900.00	$0.00	$0.00	$9,900.00	100.0%	$0.00
33	D2 - 2" Sch 80 PVC Water Service to Centrifuge Bldg.	$25,100.00	$23,845.00	$0.00	$0.00	$23,845.00	95.0%	$1,255.00
34	D2 - 4" DIP WAS Line from Centrifuge Bldg. to Sanitary Sewer	$16,600.00	$16,600.00	$0.00	$0.00	$16,600.00	100.0%	$0.00
35	D2 - 4" DIP WAS Inlet to Centrifuge Bldg.	$17,400.00	$12,180.00	$0.00	$0.00	$12,180.00	70.0%	$5,220.00
36	D2 - 4" DIP Sludge Drain Off Line from Digester	$16,800.00	$16,800.00	$0.00	$0.00	$16,800.00	100.0%	$0.00
37	D2 - 4" DIP WAS Line from Centrifuge Bldg. to Digester	$16,700.00	$0.00	$0.00	$2,000.00	$2,000.00	12.0%	$14,700.00
38	D2 - 6" PVC Drain from Centrifuge Bldg. to Manhole	$16,500.00	$16,500.00	$0.00	$0.00	$16,500.00	100.0%	$0.00
39	D2 - 4" PVC Drain from Centrifuge Bldg. to Manhole	$15,200.00	$15,200.00	$0.00	$0.00	$15,200.00	100.0%	$0.00
40	D2 - 6" DIP Existing System Connection to New T-Valve	$16,700.00	$16,700.00	$0.00	$0.00	$16,700.00	100.0%	$0.00
41	D2 - 8" PVC Drain Line Under Centrifuge Bldg.	$13,500.00				$0.00		$13,500.00
42	D2 - 24" & 12" HDPE Storm Drain at Centrifuge Bldg.	$58,000.00	$46,400.00	$0.00	$0.00	$46,400.00	80.0%	$11,600.00
43	D2 - 18" HDPE Storm Drain at Electrical Bldg.	$39,000.00	$33,150.00	$0.00	$0.00	$33,150.00	85.0%	$5,850.00
44	D2 - 10" Stainless Steel Air Line to Digester	$10,900.00	$10,900.00	$0.00	$0.00	$10,900.00	100.0%	$0.00
	YARD STRUCTURES							
45	D2 - 4' Dia. Precast Drain Line Manhole	$3,400.00				$0.00		$3,400.00
46	D2 - Type G Precast Drop Inlet	$9,200.00	$9,200.00	$0.00	$0.00	$9,200.00	100.0%	$0.00
	FINAL RECLAMATION							
47	D2 - Asphalt Paving	$98,800.00				$0.00		$98,800.00
48	D2 - Final Grading, Seed & Mulch	$5,700.00	$1,140.00	$0.00	$0.00	$1,140.00	20.0%	$4,560.00
	DIVISION 3 - CONCRETE							
	SITE CONCRETE							
49	D3 - Generator Pad	$10,100.00	$10,100.00	$0.00	$0.00	$10,100.00	100.0%	$0.00
50	D3 - FRP Shelter Pad	$9,400.00	$9,400.00	$0.00	$0.00	$9,400.00	100.0%	$0.00
51	D3 - Digester Blower Pad	$28,200.00	$23,970.00	$0.00	$0.00	$23,970.00	85.0%	$4,230.00
52	D3 - Digester Equipment Pads	$24,900.00	$24,900.00	$0.00	$0.00	$24,900.00	100.0%	$0.00
53	D3 - Sidewalks at Blower Bldg. Area	$10,700.00				$0.00		$10,700.00
54	D3 - Sidewalks at Covered Sludge Storage Area	$11,400.00				$0.00		$11,400.00
	ELECTRICAL BLDG.							
55	D3 - Grade Beams	$38,300.00	$38,300.00	$0.00	$0.00	$38,300.00	100.0%	$0.00
56	D3 - Concrete Pads/SOG	$18,100.00	$18,100.00	$0.00	$0.00	$18,100.00	100.0%	$0.00
57	D3 - Door Stoops/Pads	$12,000.00				$0.00		$12,000.00
58	D3 - Exterior SOG/Sidewalks	$15,400.00				$0.00		$15,400.00
59	D3 - Misc. Equipment Pads	$3,000.00	$3,000.00	$0.00	$0.00	$3,000.00	100.0%	$0.00
	COVERED SLUDGE STORAGE AREA & CENTRIFUGE BLDG.							
60	D3 - Footings, Grade Beams & Walls	$162,000.00	$162,000.00	$0.00	$0.00	$162,000.00	100.0%	$0.00
61	D3 - Thickened SOG at Trench Drains	$22,200.00	$22,200.00	$0.00	$0.00	$22,200.00	100.0%	$0.00
62	D3 - 6" SOG at 2 - Areas	$49,700.00	$49,700.00	$0.00	$0.00	$49,700.00	100.0%	$0.00
63	D3 - Equipment Pads, Containment Curbs & Walls	$15,400.00	$3,080.00	$10,780.00	$0.00	$13,860.00	90.0%	$1,540.00

© 2013 National Society of Professional Engineers for EJCDC. All rights reserved.

Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	16
Application Period:	1/01/24-1/31/24	Application Date:	1/31/2024

			Work Completed		E	F		G
A		B	C	D				
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
64	D3 - Door/Stoop	$8,100.00				$0.00		$8,100.00
	DIGESTER BLDG. & TANK							
65	D3 - Equipment Pads	$4,400.00	$4,400.00	$0.00	$0.00	$4,400.00	100.0%	$0.00
	DIVISION 4 - MASONRY							
	CENTRIFUGE BUILDING							
66	D4 - 12" Standard CMU's	$53,000.00	$53,000.00	$0.00	$0.00	$53,000.00	100.0%	$0.00
	DIVISION 5 - MISC. METALS							
	SITE							
67	D5 - Permanent Bollards	$7,200.00	$4,320.00	$0.00	$0.00	$4,320.00	60.0%	$2,880.00
68	D5 - Removable Bollards	$12,300.00	$9,225.00	$0.00	$0.00	$9,225.00	75.0%	$3,075.00
	ELECTRICAL BLDG.							
69	D5 - Partition Walls	$69,200.00	$69,200.00	$0.00	$0.00	$69,200.00	100.0%	$0.00
70	D5 - Roof/Ceiling Framing	$35,000.00	$35,000.00	$0.00	$0.00	$35,000.00	100.0%	$0.00
	CENTRIFUGE BUILDING							
71	D5 - W8 x 28 Steel Lintel	$1,800.00	$1,800.00	$0.00	$0.00	$1,800.00	100.0%	$0.00
72	D5 - Monorail Framing	$11,100.00	$11,100.00	$0.00	$0.00	$11,100.00	100.0%	$0.00
73	D5 - Covered Storage Framing	$12,900.00	$12,900.00	$0.00	$0.00	$12,900.00	100.0%	$0.00
74	D5 - Steel Erection	$25,500.00	$25,500.00	$0.00	$0.00	$25,500.00	100.0%	$0.00
75	D5 - Stainless Steel Polymer Fill Station	$4,600.00	$0.00	$0.00	$3,000.00	$3,000.00	65.2%	$1,600.00
	DIVISION 6 - WOOD AND PLASTICS							
	CENTRIFUGE BUILDING							
76	D6 - Wood Trusses & Sheathing	$69,500.00	$69,500.00	$0.00	$0.00	$69,500.00	100.0%	$0.00
77	D6 - Wood Framing & Interior Finishes	$53,700.00	$26,850.00	$0.00	$0.00	$26,850.00	50.0%	$26,850.00
78	D6 - FRP Grating & Ladders	$11,700.00	$0.00	$1,170.00	$2,975.00	$4,145.00	35.4%	$7,555.00
	ELECTRICAL SHELTER							
79	D6 - FRP Shelter Building	$48,600.00	$48,600.00	$0.00	$0.00	$48,600.00	100.0%	$0.00
	DIVISION 7 - THERMAL & MOISTURE PROTECTION							
	ELECTRICAL BLDG.							
80	D7 - SSR Roofing & Soffit	$105,900.00	$100,605.00	$0.00	$0.00	$100,605.00	95.0%	$5,295.00
	CENTRIFUGE BUILDING							
81	D7 - SSR Roofing & Soffit	$107,200.00	$107,200.00	$0.00	$0.00	$107,200.00	100.0%	$0.00
82	D7 - Corefill Insulation	$2,900.00	$2,900.00	$0.00	$0.00	$2,900.00	100.0%	$0.00
83	D7 - EIFS Outsulation	$39,300.00	$37,335.00	$0.00	$0.00	$37,335.00	95.0%	$1,965.00
	DIVISION 8 - DOORS & WINDOWS							
	ELECTRICAL BLDG.							
84	D8 - Hollow Metal Doors, Frames & Hardware	$25,500.00	$17,085.00	$0.00	$0.00	$17,085.00	67.0%	$8,415.00
	CENTRIFUGE BUILDING							
85	D8 - FRP Door & Window	$16,800.00				$0.00		$16,800.00

© 2013 National Society of Professional Engineers for EJCDC. All rights reserved.

Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	16
Application Period:	1/01/24-1/31/24	Application Date:	1/31/2024

			Work Completed		E	F		G
A		B	C	D				
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
86	D8 - Overhead Door (10'x12')	$16,200.00	$13,770.00	$0.00	$0.00	$13,770.00	85.0%	$2,430.00
87	D8 - Fixed Window	$3,800.00				$0.00		$3,800.00
	DIVISION 9 - FINISHES							
	ELECTRICAL BLDG.							
88	D9 - ACT Ceiling	$38,900.00	$19,450.00	$0.00	$0.00	$19,450.00	50.0%	$19,450.00
89	D9 - Paint Walls, Floors & Doors	$11,000.00	$5,500.00	$0.00	$0.00	$5,500.00	50.0%	$5,500.00
	CENTRIFUGE BUILDING							
90	D9 - Paint Walls, Floors & Doors	$31,000.00	$18,600.00	$0.00	$0.00	$18,600.00	60.0%	$12,400.00
91	D9 - Chemical Containment	$6,500.00				$0.00		$6,500.00
92	D9 - Piping	$5,700.00	$4,845.00	$285.00	$0.00	$5,130.00	90.0%	$570.00
	DIVISION 10 - SPECIALTIES							
93	D10 - Fire Extinguishers	$400.00				$0.00		$400.00
94	D10 - Project Signs	$6,700.00				$0.00		$6,700.00
	DIVISION 11 - EQUIPMENT							
	SITE							
95	D11 - Influent Pump Station - Submersible Pumps	$189,200.00	$18,920.00	$0.00	$140,566.30	$159,486.30	84.3%	$29,713.70
96	D11 - Plant Drain Pump Station Submersible Pumps	$89,400.00	$8,940.00	$0.00	$60,242.70	$69,182.70	77.4%	$20,217.30
	CENTRIFUGE BUILDING							
97	D11 - Centrifuge System	$619,200.00	$526,320.00	$30,960.00	$0.00	$557,280.00	90.0%	$61,920.00
98	D11 - Digester Sludge Pump	$30,000.00	$28,500.00	$0.00	$0.00	$28,500.00	95.0%	$1,500.00
99	D11 - Inline Grinder	$34,500.00	$32,775.00	$0.00	$0.00	$32,775.00	95.0%	$1,725.00
100	D11 - Polymer Feed System	$32,900.00	$3,290.00	$0.00	$0.00	$3,290.00	10.0%	$29,610.00
101	D11 - Polymer Bulk Tank	$7,800.00	$780.00	$0.00	$0.00	$780.00	10.0%	$7,020.00
	UV BUILDING							
102	D11 - UV System with Controls	$303,900.00	$303,900.00	$0.00	$0.00	$303,900.00	100.0%	$0.00
	HEADWORKS BUILDING							
103	D11 - Mechanical Bar Screen w/Controls	$159,000.00	$159,000.00	$0.00	$0.00	$159,000.00	100.0%	$0.00
104	D11 - Washer/Compactor w/Controls	$85,600.00	$85,600.00	$0.00	$0.00	$85,600.00	100.0%	$0.00
105	D11 - Grit Removal System w/Controls	$262,000.00	$262,000.00	$0.00	$0.00	$262,000.00	100.0%	$0.00
	EXISTING DIGESTER							
106	D11 - Digester Aeration & Mixing System w/Controls	$670,000.00	$636,500.00	$0.00	$0.00	$636,500.00	95.0%	$33,500.00
	EXISTING SBR TANKS							
107	D11 - MCP w/ PLC & Instrumentation	$274,800.00	$27,480.00	$41,220.00	$0.00	$68,700.00	25.0%	$206,100.00
	DIVISION 13 - SPECIAL CONSTRUCTION							
	SCADA / INTEGRATION							
108	D13 - SCADA, Control Panels, MCC, Field Instrumentation	$765,000.00	$76,500.00	$0.00	$50,785.00	$127,285.00	16.6%	$637,715.00
	DIVISION 14 - CONVEYING SYSTEMS							
	CENTRIFUGE BUILDING							

© 2013 National Society of Professional Engineers for EJCDC. All rights reserved.

Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	16
Application Period:	1/01/24-1/31/24	Application Date:	1/31/2024

			Work Completed		E	F		G
A		B	C	D				
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
109	D14 - Hoist & Monorail	$27,700.00				$0.00		$27,700.00
	HEADWORKS BUILDING							
110	D14 - Screw Conveyor	$70,200.00	$66,690.00	$0.00	$0.00	$66,690.00	95.0%	$3,510.00
	DIVISION 15 - MECHANICAL							
	PROCESS PIPING							
111	D15 - Influent PS - DI Pipe, Fittings, Valves & Sch 40 Stilling Well	$49,000.00	$0.00	$0.00	$16,935.80	$16,935.80	34.6%	$32,064.20
112	D15 - Effluent PS- Sch 40 Stilling Well	$3,900.00				$0.00		$3,900.00
113	D15 - Plant Drain PS - DI Pipe, Fittings, Valves & Sch 40 Stilling Well	$19,500.00	$0.00	$0.00	$4,488.80	$4,488.80	23.0%	$15,011.20
114	D15 - Plan Drain PS - New Top Slab w/Hatch & Vent Pipe	$5,000.00				$0.00		$5,000.00
115	D15 - Plant Drain PS - Portable Hoist w/Socket	$3,000.00				$0.00		$3,000.00
116	D15 - Electrical Bldg- 12" Lug Style BF Valve w/SS Flange Spool	$10,700.00				$0.00		$10,700.00
117	D15 - Centrifuge Bldg. - DI Pipe, Fittings & Valves	$86,800.00	$86,800.00	$0.00	$0.00	$86,800.00	100.0%	$0.00
118	D15 - Centrifuge Bldg. - Sch 80 PVC Polymer Feed System	$27,100.00	$0.00	$20,325.00	$0.00	$20,325.00	75.0%	$6,775.00
119	D15 - Sludge Transfer Pump Bldg - DI Pipe, Fittings & Valves	$5,700.00	$0.00	$0.00	$684.20	$684.20	12.0%	$5,015.80
120	D15 - Headworks Bldg. - DI Pipe, Fittings & Valves	$47,200.00	$47,200.00	$0.00	$0.00	$47,200.00	100.0%	$0.00
121	D15 - Headworks Bldg. - Sch 80 PVC Drains	$9,000.00	$9,000.00	$0.00	$0.00	$9,000.00	100.0%	$0.00
122	D15 - Ex. Digester Bldg. Mixing Sys. Air Comp. Room - 2" SS Air Pip	$11,600.00	$11,600.00	$0.00	$0.00	$11,600.00	100.0%	$0.00
123	D15 - Ex. Digester Bldg. Mixing Sys. Air Comp. Room - 2" Sch 40 PV	$3,200.00	$3,200.00	$0.00	$0.00	$3,200.00	100.0%	$0.00
124	D15 - Ex. Digester Tank - 6" DI Pipe & Fittings w/Elec. Actuated T-Va	$43,000.00	$43,000.00	$0.00	$0.00	$43,000.00	100.0%	$0.00
125	D15 - Ex. Digester Tank - 10" SS Pipe & Valve Air Supply Line to Mar	$19,500.00	$19,500.00	$0.00	$0.00	$19,500.00	100.0%	$0.00
126	D15 - Ex. Digester Tank - Pipe Penetrations to Tank by Mack Ind.	$15,700.00	$15,700.00	$0.00	$0.00	$15,700.00	100.0%	$0.00
127	D15 - Digester Blower Pad - 10" & 8" SS Pipe, Fittings & Valves	$15,800.00	$15,800.00	$0.00	$0.00	$15,800.00	100.0%	$0.00
128	D15 - SBR Tanks - Install Process Sensors & Instrumentation	$12,000.00				$0.00		$12,000.00
	PLUMBING							
129	D15 - Headworks Bldg. - Sch 80 PVC Water Pipe, Fittings, Valves, BF	$35,800.00	$35,800.00	$0.00	$0.00	$35,800.00	100.0%	$0.00
130	D15 - Centrifuge Bldg. - Sch 80 PVC Water Pipe, Fittings, Valves, BFF	$46,200.00	$4,620.00	$30,030.00	$0.00	$34,650.00	75.0%	$11,550.00
131	D15 - Centrifuge Bldg. - Sch 80 PVC Drain Pipe, Fittings, Floor Drains	$16,700.00	$14,195.00	$835.00	$0.00	$15,030.00	90.0%	$1,670.00
132	D15 - Centrifuge Bldg. - Plumbing Fixtures & Eyewash/Shower	$32,800.00	$0.00	$1,640.00	$0.00	$1,640.00	5.0%	$31,160.00
	HVAC							
133	D15 - Electrical Bldg. - Split System HVAC Unit	$22,600.00				$0.00		$22,600.00
134	D15 - Centrifuge Bldg. - Exhaust Fans, Louvers, Unit Heaters	$29,900.00	$0.00	$0.00	$26,918.00	$26,918.00	90.0%	$2,982.00
	DIVISION 16 - ELECTRICAL							
	ELECTRICAL WORK BY S&S ELECTRIC							
135	D16 - Electrical Demolition	$163,500.00	$122,625.00	$3,270.00	$0.00	$125,895.00	77.0%	$37,605.00
136	D16 - Lighting - Material	$11,300.00	$11,300.00	$0.00	$0.00	$11,300.00	100.0%	$0.00
137	D16 - Lighting - Labor	$8,900.00				$0.00		$8,900.00
138	D16 - Gear - Material	$278,300.00	$180,895.00	$0.00	$0.00	$180,895.00	65.0%	$97,405.00
139	D16 - Gear - Labor	$60,900.00	$15,225.00	$6,090.00	$0.00	$21,315.00	35.0%	$39,585.00

© 2013 National Society of Professional Engineers for EJCDC. All rights reserved.

Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	16
Application Period:	1/01/24-1/31/24	Application Date:	1/31/2024

			Work Completed		E	F		G
A		B	C	D				
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
140	D16 - Emergency Generator - Material	$382,500.00	$286,875.00	$0.00	$0.00	$286,875.00	75.0%	$95,625.00
141	D16 - Emergency Generator - Labor	$22,700.00	$11,350.00	$0.00	$0.00	$11,350.00	50.0%	$11,350.00
142	D16 - Devices - Material	$5,600.00	$560.00	$560.00	$0.00	$1,120.00	20.0%	$4,480.00
143	D16 - Devices - Labor	$7,300.00	$730.00	$730.00	$0.00	$1,460.00	20.0%	$5,840.00
144	D16 - Boxes/Troughs - Material	$101,900.00	$76,425.00	$0.00	$0.00	$76,425.00	75.0%	$25,475.00
145	D16 - Boxes/Troughs - Labor	$59,900.00	$34,143.00	$0.00	$0.00	$34,143.00	57.0%	$25,757.00
146	D16 - SCADA Equipment Install - Labor	$25,800.00				$0.00		$25,800.00
147	D16 - Conduit - Material	$380,500.00	$285,375.00	$7,610.00	$0.00	$292,985.00	77.0%	$87,515.00
148	D16 - Conduit - Labor	$634,000.00	$361,380.00	$25,360.00	$0.00	$386,740.00	61.0%	$247,260.00
149	D16 - Cable - Material	$487,600.00	$63,388.00	$0.00	$0.00	$63,388.00	13.0%	$424,212.00
150	D16 - Cable - Labor	$358,000.00	$46,540.00	$0.00	$0.00	$46,540.00	13.0%	$311,460.00
151	D16 - Grounding - Material	$12,000.00	$3,240.00	$0.00	$0.00	$3,240.00	27.0%	$8,760.00
152	D16 - Grounding - Labor	$20,700.00	$5,175.00	$0.00	$0.00	$5,175.00	25.0%	$15,525.00
153	D16 - Temporary Electric	$53,500.00	$41,195.00	$2,140.00	$0.00	$43,335.00	81.0%	$10,165.00
	BID ALTERNATE A - INFLUENT METERING VAULT							
154	Bonds & Insurance	$2,800.00	$2,800.00	$0.00	$0.00	$2,800.00	100.0%	$0.00
155	Demolition	$14,000.00	$14,000.00	$0.00	$0.00	$14,000.00	100.0%	$0.00
156	Excavation & Backfill	$7,600.00	$7,600.00	$0.00	$0.00	$7,600.00	100.0%	$0.00
157	Precast Concrete Vault	$23,000.00	$23,000.00	$0.00	$0.00	$23,000.00	100.0%	$0.00
158	Piping, Fittings, Valves & Supports	$45,000.00	$42,750.00	$2,250.00	$0.00	$45,000.00	100.0%	$0.00
159	16" Mag Meter	$14,600.00	$13,140.00	$0.00	$0.00	$13,140.00	90.0%	$1,460.00
160	Electrical Material	$16,000.00	$1,600.00	$0.00	$0.00	$1,600.00	10.0%	$14,400.00
161	Electrical Labor	$29,000.00				$0.00		$29,000.00
	BID ALTERNATE B - WAS METERING VAULT							
162	Bonds & Insurance	$4,400.00	$4,400.00	$0.00	$0.00	$4,400.00	100.0%	$0.00
163	Demolition	$14,700.00				$0.00		$14,700.00
164	Excavation & Backfill	$10,200.00	$5,100.00	$0.00	$0.00	$5,100.00	50.0%	$5,100.00
165	Precast Concrete Vault	$21,000.00	$18,900.00	$0.00	$0.00	$18,900.00	90.0%	$2,100.00
166	Piping, Fittings, Valves & Supports	$65,600.00	$59,040.00	$6,560.00	$0.00	$65,600.00	100.0%	$0.00
167	Flow Meters	$17,100.00	$0.00	$15,390.00	$0.00	$15,390.00	90.0%	$1,710.00
168	Misc. Metals	$23,000.00				$0.00		$23,000.00
169	Electrical Material	$33,000.00	$3,300.00	$0.00	$0.00	$3,300.00	10.0%	$29,700.00
170	Electrical Labor	$46,000.00				$0.00		$46,000.00
	CHANGE ORDER #1							
171	CHANGE ORDER #1	$498,183.42	$498,183.42	$0.00	$0.00	$498,183.42	100.0%	$0.00
172	CHANGE ORDER #2	$41,179.57	$41,179.57	$0.00	$0.00	$41,179.57	100.0%	$0.00
173	CHANGE ORDER #3	$90,351.00	$45,175.44	$6,324.57	$0.00	$51,500.01	57.0%	$38,850.99
	SubTotal	**$10,780,713.99**	**$6,904,550.43**	**$214,069.57**	**$308,595.80**	**$7,427,215.80**	**68.9%**	**$3,353,498.19**

© 2013 National Society of Professional Engineers for EJCDC. All rights reserved.

Stored Material Summary

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT							Application Number:	16		
Application Period:	1/01/24-1/31/24							Application Date:	1/31/2024		
A		B	C		D		E		F		G
					Stored Previously				Incorporated in Work		
Bid Item No.	Supplier Invoice No.	Submittal No. (with Specification Section	Storage Location	Description of Materials or Equipment Stored	Date Placed into Storage (Month/Year)	Amount ($)	Amount Stored this Month ($)	Subtotal Amount Completed and Stored to Date (D + E)	Date (Month/ Year)	Amount ($)	Materials Remaining in Storage ($) (D + E - F)
34, 37, 42, 158, 166	S100204638.001		Inwood shop	CITCO Water - Piping, Valves, Fittings for Yard Piping & Bid Alternates	1/2023	$16,302.08		$16,302.08	9/2023	$11,193.08	$5,109.00
111, 113, 117, 119, 158, 166	S100198279.001		Inwood shop	CITCO Water - Piping, Valves, Fittings for Mechanical Piping & Bid Alternates	1/2023	$33,962.32		$33,962.32	12/2023	$22,172.47	$11,789.85
136	3624349		onsite	Scott Electric - lighting	1/2023	$3,299.00		$3,299.00	3/2023	$3,299.00	
42	S100204638.002		Inwood shop	CITCO Water - Piping, Valves, Fittings for Yard Piping	1/2023	$5,281.95		$5,281.95	9/2023	$5,281.95	
158	S100198279.002		Inwood shop	CITCO Water - Piping, Valves, Fittings for Bid Alternate A	1/2023	$7,075.75		$7,075.75	10/2023	$7,075.75	
138	S6606924.005, S6606924.003		onsite	Schaedler yesco electrical material for gear	2/2023	$2,481.00		$2,481.00	3/2023	$2,481.00	
13	21073974		Inwood shop	ISCO Industries Piping for Bypass pump	2/2023	$6,795.23		$6,795.23	3/2023	$6,795.23	
43	S100207506.001		Inwood shop	CITCO Water - Nyloplast Drain Basins	2/2023	$14,097.00		$14,097.00	4/2023	$14,097.00	
171	483242		Inwood shop	Skyline Steel - H-Piles	3/2023	$62,060.00		$62,060.00	4/2023	$62,060.00	
106	6183.03-.05		Inwood shop	Enviromix, Inc. - Digester Aeration & Mixing Sys w/Controls	3/2023	$259,425.00		$259,425.00	9/2023	$259,425.00	
157,165	MIVC0029470		Inwood shop	Mack Industries - PS Meter Vault, WAS Valve Vault	4/2023	$33,815.00		$33,815.00	12/2023	$33,815.00	
102	902090889		Inwood shop	Veolia UV System	4/2023	$237,600.00		$237,600.00	10/2023	$237,600.00	
117	S100211394.001		Inwood shop	CITCO Water - Process Piping for Centrifuge Bldg	4/2023	$5,774.80		$5,774.80	12/2023	$5,774.80	
117	S100209868.002		Inwood shop	CITCO Water - Process Piping for Centrifuge Bldg	4/2023	$4,582.50		$4,582.50	12/2023	$4,582.50	
117	S100198279.004		Inwood shop	CITCO Water - Process Piping for Centrifuge Bldg	4/2023	$3,386.75		$3,386.75	12/2023	$3,386.75	
111,120	S100209822.004		Inwood shop	CITCO Water - Process Piping for HW Bldg & Inf PS	4/2023	$11,549.36		$11,549.36	7/2023	$4,339.41	$7,209.95
33	S100213814.001		Inwood shop	CITCO Water - Yard Piping for Water Svc to Centrifuge Bldg	4/2023	$5,871.20		$5,871.20	8/2023	$5,871.20	
158	S100211150.003		Inwood shop	CITCO Water - Piping for Bid Alternate A - Inf. Metering Vault	4/2023	$5,581.64		$5,581.64	9/2023	$5,581.64	
105	9865-1, 9865-2		Inwood shop	Envirodyne Systems Inc. - Grit Removal System	4/2023	$70,462.00		$70,462.00	7/2023	$70,462.00	
13	0134274-IN		Inwood shop	Precision Pump & Valve - Pumps for bypass	4/2023	$32,204.00		$32,204.00	5/2023	$32,204.00	
103,104	93254		Inwood shop	Zima Corporation - Bar Screen, Washer/Compactor	4/2023	$165,750.30		$165,750.30	7/2023	$165,750.30	
108	220802-1		Inwood shop	Micro-Tech Designs, Inc. - SCADA equipment	4/2023	$36,698.00		$36,698.00			$36,698.00
106	6183.06		Inwood shop	Enviromix, Inc. - Diffusers, Aeration piping, pipes/supports	5/2023	$77,827.50		$77,827.50	9/2023	$77,827.50	
125,127	683		Inwood shop	B.A. Martin Welding - SS Piping for Digester	5/2023	$18,779.95		$18,779.95	10/2023	$18,779.95	
71-75	1457		Inwood shop	Southern Steel Products Company - Misc. Metals for Cent. Bldg	5/2023	$38,450.00		$38,450.00	10/2023	$35,450.00	$3,000.00
95-96	9261		Inwood shop	Pumpman Pittsburgh - Submersible Pumps	5/2023	$200,809.00		$200,809.00			$200,809.00
105	9865-3		Inwood shop	Envirodyne Systems Inc. - Grit Removal System	6/2023	$134,158.00		$134,158.00	8/2023	$134,158.00	
166	S100198279.005		Inwood shop	CITCO Water - Plug valves	7/2023	$26,796.00		$26,796.00	12/2023	$26,796.00	
106	6183.07		Inwood shop	Enviromix, Inc. - Digester Blowers	7/2023	$181,597.50		$181,597.50	10/2023	$181,597.50	
97	PSI-31936		Inwood shop	Centrisys - Centrifuge System	9/2023	$499,840.00		$499,840.00	1/2024	$499,840.00	
108	220802-2		Inwood shop	Micro-Tech Designs, Inc. - Controls and Instrumentation	9/2023	$14,087.00		$14,087.00			$14,087.00
134	111977-00		Inwood shop	Aircon Engineering - Unit Heaters, Louvers, Split System	9/2023	$26,918.00		$26,918.00			$26,918.00
83	1327		Inwood shop	Kephart Plaster and Stone - EIFS Outsulation	11/2023	$13,000.00		$13,000.00	12/2023	$13,000.00	
78	10033728		Inwood shop	Fibergrate Composite Structures - FRP Ladder	11/2023	$2,975.00		$2,975.00			$2,975.00
166	S100234535.004		Inwood shop	CITCO Water - DI Piping	11/2023	$8,800.61		$8,800.61	12/2023	$8,800.61	
				Totals		**$2,268,093.44**		**$2,268,093.44**		**$1,959,497.64**	$308,595.80

EJCDC® C-620 Contractor's Application for Payment
© 2013 National Society of Professional Engineers for EJCDC. All rights reserved.

Date: February 28, 2024

Charles Town Utility Board
2022 Renewal and Replacement Project
Schedule B

A. COST OF PROJECT	APPROVED CONSTRUCTION BUDGET	Paid by CTUB from Operating Account 10/12/2023-11/15/2023	Paid by CTUB from Operating Account 11/16/2023-12/13/2023	Paid by CTUB from Operating Account 12/14/2023-2/14/2024	Resolution No. 11 Contractor's Application for Payment No. 11	Resolution No. 12 Contractor's Application for Payment No. 12	Resolution No. 13 Contractor's Application for Payment No. 13	Resolution No. 14 Contractor's Application for Payment No. 14	Resolution No. 15 Contractor's Application for Payment No. 15	Contractor's Application for Payment No. 16	BALANCE REMAINING
1 **CONSTRUCTION**											
a. Contract	$ 10,151,000.00				$ 258,654.49	$ 872,951.21	$ 511,920.76	$ 514,352.61	$ 157,984.22	$ 125,791.52	$ 3,686,007.99
b. Construction Contingency 5% - (See note #2 & #5 below)	$ 376,019.43										$ 376,019.43
c. Change Order #1 (See note #1 below)	$ 498,183.42										$ -
d. Change Order #2	$ 41,179.57				$ 41,179.57						$ -
e. Change Order #3	$ 90,351.00					$ 22,587.75	$ 8,131.59	$ 5,421.00	$ 9,035.10	$ 6,324.57	$ 38,850.99
2 **ENGINEERING SERVICES**											
GDF Engineering fees (including CA and RPR)	$ 760,000.00	$ 35,689.89	$ 13,033.75	$ 7,050.87							$ 49,924.46
Additional RPR inspection	$ 125,000.00			$ 19,765.50							$ 105,234.50
Initial GDF R&R Report	$ 40,082.50										$ -
3 **LEGAL SERVICES**											
a. Local Project Attorney	$ 20,000.00	$ 2,751.25									$ 14,392.75
4 **ADMINISTRATIVE SERVICES**											
a. Project Accountant (CPA)	$ 20,000.00	$ 200.00									$ 9,112.50
b. Other Administrative Costs	$ 10,000.00										$ 3,151.74
5 **Total Project Costs Lines 1-6**	**$ 12,131,815.92**	**$ 38,641.14**	**$ 13,033.75**	**$ 26,816.37**	**$ 299,834.06**	**$ 895,538.96**	**$ 520,052.35**	**$ 519,773.61**	**$ 167,019.32**	**$ 132,116.09**	**$ 4,282,694.36**
B. SOURCES OF FUNDS	**APPROVED PROJECT FUNDING**										
1 PROJECT FUNDS											
Internal Funds & EEG Grant											
a. Capacity Improvement Fees	$ 1,170,163.00										$ 1,170,163.00
b. Renewal & Replacement (See note #3 & #4 below)	$ 500,000.00										$ 1,816.58
c. Operating Cash	$ 1,515,122.92	$ (38,641.14)	$ (13,033.75)	$ (26,816.37)							$ 721,856.37
d. EEG Grant Funds	$ 1,966,030.00							$ (519,773.61)		$ (132,116.09)	$ 1,314,140.30
Total Internal Funds & EEG Grant Funds	**$ 5,151,315.92**										**$ 3,207,976.25**
Bond Proceeds											
e. 2022B & 2022C Construction Fund Account	**$ 6,980,500.00**				$ (299,834.06)	$ (895,538.96)	$ (520,052.35)	$ -	$ (167,019.32)	$ -	**$ 1,074,718.11**
Total Funds Available	**$ 12,131,815.92**	**$ (38,641.14)**	**$ (13,033.75)**	**$ (26,816.37)**	**$ (299,834.06)**	**$ (895,538.96)**	**$ (520,052.35)**	**$ (519,773.61)**	**$ (167,019.32)**	**$ (132,116.09)**	**$ 4,282,694.36**

Note #1 - March 1, 2023 this line item was increased to include the full amount of Change Order #1. Internal funds that were previously allocated for the Collection System project will be dedicated to this Change Order. This will require an increase of the requested funds from CWSRF for the Collection System Project.
Note #2 - March 8, 2023 this line item was decreased by $41,179.57 to include the full amount of Change Order #2.
Note #3 - Pay App #7 in the amount of $1,068,229.84 includes $298,910 from Change Order #1. $769,319.84 will be paid from the 2022B and $298,910 will be paid from the Renewal & Replacement Account
Note #4 - Pay App #8 in the amount of $872,756.88 includes the remaining balance of $199,273.42 from Change Order #1. $673,483.46 will be paid from the 2022B and $199,273.42 will be paid from the Renewal & Replacement Account
Note #5 - August 23, 2023 this line item was decreased by $90,351 to include the full amount of Change Order #3.



LOCATION MAP NORTH

HUNTER VALLEY
CONCEPT PLAN
JEFFERSON COUNTY, WV

OWNER / APPLICANT
ILA PROPERTIES INC.
C/O JOSHBEEN GREWAL
4115 CHARLES TOWN RD.
KEARNEYSVILLE WV, 25430
571-438-3612
ADMIN@JBGBUILDERS.COM

PREPARED BY
ILA PROPERTIES INC.
C/O TREVOR LLOYD
4115 CHARLES TOWN RD.
KEARNEYSVILLE WV, 25430
304-989-1723
TREVOR@JBGBUILDERS.COM

CONCEPT PLAN GENERAL NOTES:

1. SEE EXISTING CONDITIONS SITE MAP THIS SHEET FOR ZONING DISTRICTS WITHIN 500' OF THE SUBJECT PROPERTY
2. SEE EXISTING CONDITIONS SITE MAP THIS SHEET FOR ADJACENT PROPERTY INFORMATION.
3. A PROPOSED LAYOUT PLAN CAN BE FOUND ON SHEET 2.
4. ACTUAL BUILDING FOOTPRINTS MAY VARY WITH FINAL ARCHITECTURAL DESIGN.
5. SEE THIS SHEET FOR "SITE RESOURCES"
6. ALL STATE, FEDERAL AND LOCAL REGULATIONS WILL BE OBSERVED IF ANY UNKNOWN SITE RESOURCES ARE DISCOVERED DURING CONSTRUCTION.
7. PROPOSED CONCEPT INCLUDES 139 UNITS, OPEN SPACE, STORMWATER MANAGEMENT AREAS AND THE CONSTRUCTION OF ASSOCIATED UTILITIES. SIDEWALKS SHALL BE PROVIDED AS SHOWN. NO RESTRICTIVE COVENANTS/CONDITIONS/RESTRICTIONS ARE PROPOSED AT THIS TIME BUT MAY BE PROVIDED AT TIME OF FINAL PLAT.
8. WATER SERVICE WILL BE PROVIDED BY BERKELEY COUNTY WATER SERVICE DISTRICT.
9. SANITARY SEWER SERVICE WILL BE PROVIDED BY BERKELEY COUNTY SANITARY SERVICE DISTRICT.

CONCEPT PLAN RESOURCE NOTES:

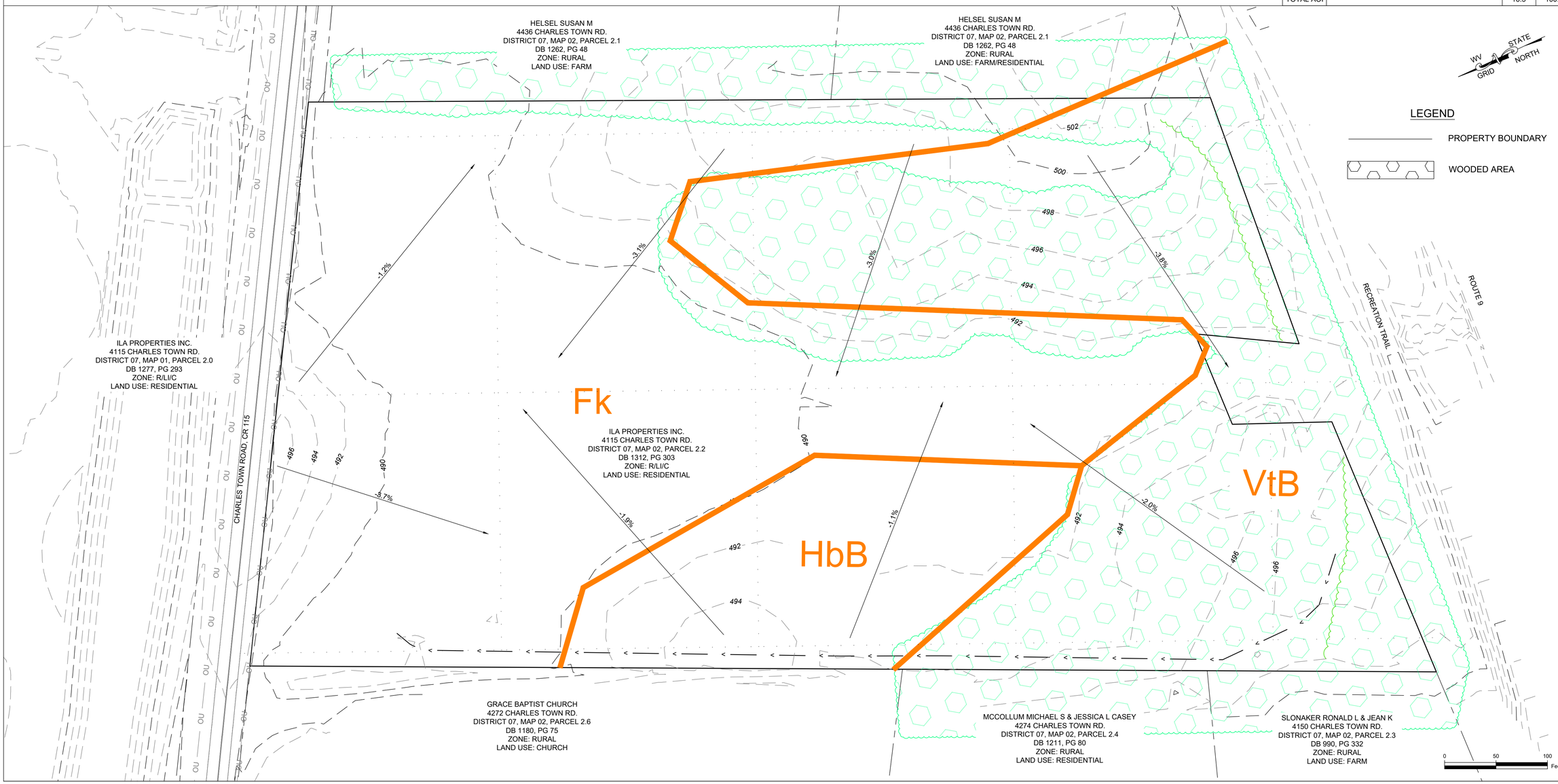
1. AVERAGE SLOPE: 2.5%
2. FLOODPLAIN - PROPERTY IS NOT LOCATED IN A 100 YEAR FLOOD PLAIN AS PER F.I.R.M. FLOOD INSURANCE RATE MAP NUMBER 54037C0020E EFFECTIVE DATE 07/07/09.
3. HIGHWAY PROBLEM AREAS - THERE ARE NO KNOWN HIGHWAY PROBLEM AREAS WITHIN ONE MILE OF THE SITE.
4. SENSITIVE AREAS - THERE ARE NO KNOWN SENSITIVE AREAS INCLUDING SINKHOLES, WETLANDS, STREAMS, AND SEVERE SLOPES WITHIN THE SCOPE OF THE PROJECT. DEVELOPMENT OF THE SITE WILL COMPLY WITH ALL APPLICABLE GUIDELINES AND STANDARDS FOR THE REUSE AND REDEVELOPMENT OF ENVIRONMENTALLY COMPROMISED SITES, AS ESTABLISHED BY THE W.V.D.E.P. AND THE E.P.A.
5. HISTORICAL USE - FARM LAND/PASTURE. THERE ARE NO KNOWN EXISTING OR PROPOSED CEMETERIES OF HISTORIC STRUCTURES ON THE NATIONAL REGISTER WITHIN 100 FEET OF THE SITE.
6. EXISTING SOIL DATA - SOIL AND GEOLOGICAL DATA SOILS MAPPING HAS BEEN TAKEN FROM JEFFERSON COUNTY, WEST VIRGINIA SOIL SURVEY BY THE NATIONAL CARTOGRAPHY CENTER AND GEOSPATIAL CENTER FORT WORTH TEXAS.

TRAFFIC IMPACT NOTES:

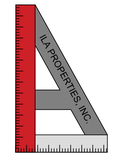
1. INFORMAL CONSULTATION WITH WV DOH OFFICIALS FOR THIS PROJECT INDICATED NO DOH ROAD IMPROVEMENTS WOULD BE NECESSARY IF THE ROAD IMPROVEMENTS FOR THE HUNTER HILLS DEVELOPMENT ARE COMPLETED. REFERENCE DOH PERMIT 05-2023-0590 FOR FULL DETAILS OF PLANNED ROAD IMPROVEMENTS.
2. ADT: 138 TOWNHOMES X 7 (DAILY TRAFFIC MULTIPLIER) = 966
3. PEAK HOUR: 138 TOWNHOMES X 0.6 (PEAK HOUR TRAFFIC) = 82.8
4. ROUTE 115 ADT: 5046 (PER WVDOH AADT MAP, 2017)
5. TWO KEY INTERSECTIONS ARE NOTED ON THE VICINITY MAP. ROUTE 115/SHORT ROAD AND ROUTE 115/ROUTE 480.

SOILS LEGEND

MAP UNIT SYMBOL	MAP UNIT NAME	ACRES IN AOI	% OF AOI
Fk	FUNKSTOWN SILT LOAM	8.2	49.9%
HbB	HAGERSTOWN SILT LOAM, 3% - 8% SLOPES	2.4	14.7%
VtB	VERTREES-ROCK OUTCROP COMPLEX, 3% - 8% SLOPES	5.8	35.4%
TOTAL AOI		16.3	100.0%



REV NO.	DATE	DESCRIPTION	BY



ILA PROPERTIES, INC
4115 CHARLES TOWN ROAD
KEARNEYSVILLE, WV 25430

HUNTER VALLEY SUBDIVISION
CONCEPT PLAN
DISTRICT 07, MAP 02, PARCEL 2.2
DB 1312, PG 303
CONCEPT SHEETS.DWG

DRAWN BY:	G. SEPP	CHECKED BY:	T. LLOYD	SCALE:	AS SHOWN	DATE:	December 28, 2023

EXISTING CONDITIONS

SHEET NUMBER:
1 OF 2

HUNTER VALLEY
CONCEPT PLAN
JEFFERSON COUNTY, WV

ZONING SUMMARY:

ZONING DISTRICT:

RESIDENTIAL-LIGHT INDUSTRIAL-COMMERCIAL (R-LI-C)
(ADMINISTERED UNDER RESIDENTIAL GROWTH (RG) DISTRICT

LAND USE:

RESIDENTIAL

LAND USE SUBTYPE:

PUBLIC / CENTRAL WATER AND SEWER

LOT AREA:

MIN. LOT AREA	20,000	SF	
EXISTING LOT AREA	551,314	SF	12.65 AC

BUILDING HEIGHT:

MAX BUILDING HEIGHT	40	FT

LAND COVERAGE			
	SF	AC	%
MAX LAND COVERAGE ALLOWED	275735	6.3300	50
PROPOSED LAND COVERAGE	275299	6.3200	50
PER SECTION 4.12.B IMPERVIOUS SURFACES COVERAGE IS BASED ON RESIDENTIAL STRUCTURES, PARKING AREAS, AND INTERIOR STREETS.			

SETBACKS:

BUILDING FRONT	25	FT	
BUILDING SIDE	12	FT	(EXTERIOR)
STREET SIDE	15	FT	
REAR	30	FT	
PARKING/DRIVE AISLE FRONT	15	FT	
PARKING/DRIVE AISLE SIDE	12	FT	
PARKING/DRIVE AISLE REAR	15	FT	
SCREENED BUFFERS FRONT	15	FT	
SCREENED BUFFERS SIDE	12	FT	
SCREENED BUFFERS REAR	15	FT	

SECTION 4.12 DESIGN STANDARDS:

A. COMMON OPEN SPACE SHALL BE ORIENTED TO THE INTERIOR OF THE DEVELOPMENT AND SHALL CONSIST OF LAND SUITABLE FOR PASSIVE AND ACTIVE RECREATIONAL USE. NO MORE THAN 50 PERCENT OF LAND DEDICATED TO RECREATIONAL USE SHALL BE WITHIN THE 100 YEAR FLOODPLAIN.
B. IMPERVIOUS SURFACE COVERAGE FOR INTERIOR STREETS, PARKING AREAS, AND RESIDENTIAL STRUCTURES SHALL NOT EXCEED 50 PERCENT OF THE GROSS LAND AREA.
C. TOT LOT OR PLAY AREAS SHALL BE VENTRALLY LOCATED IN AREAS CONVENIENT TO RESIDENTIAL BUILDINGS AND AT LEAST 25 FEET FROM ANY STREET RIGHT-OF-WAY.

SECTION 21.205 OF SUBDIVISION REGULATIONS:

15% OF THE LAND IS REQUIRED TO BE RESERVED FOR OPEN SPACE (10 ACRES X 15% = APPRX. 1.5 ACRES) UP TO 60% MAY BE MET WITH PASSIVE OPEN SPACE AND THE REST HAS TO BE ACTIVE RECREATION AND WILL BE DETAILED ON THE SITE PLAN.

DENSITY:

TOTAL LOT AREA	551,314	SF
PERMITTED AREA PER DWELLING UNIT	2,000	SF
MAX DWELLING UNITS	275	UNITS
PROPOSED DWELLING UNITS	138	UNITS

HUNTER VALLEY TABULATION				
APARTMENT UNIT / TYPE		PARKING PER UNIT	PARKING REQUIRED	PARKING PROVIDED
138 UNITS	2 BEDROOM	1.50	207.00	283.00
NOTES:				
PROPOSED PARKING ISLAND LOCATIONS SUBJECT TO FINAL DESIGN				
12 ADA PARKING SPACES SHOWN (SUBJECT TO FINAL DESIGN)				
THE PROJECT MAY BE ALL 1 BR OR ALL 2 BR OR A MIX OF 1 AND 2 BR, BUT PARKING AND THE IMPACT HAVE BEEN PROVIDED FOR THE MAXIMUM OF ALL 2 BR.				



REV NO.	DATE	DESCRIPTION	BY

ILA PROPERTIES, INC

4115 CHARLES TOWN ROAD
KEARNEYSVILLE, WV 25430

HUNTER VALLEY SUBDIVISION
CONCEPT PLAN
DISTRICT 07, MAP 02, PARCEL 2.2
DB 1312, PG 303
CONCEPT SHEETS.DWG

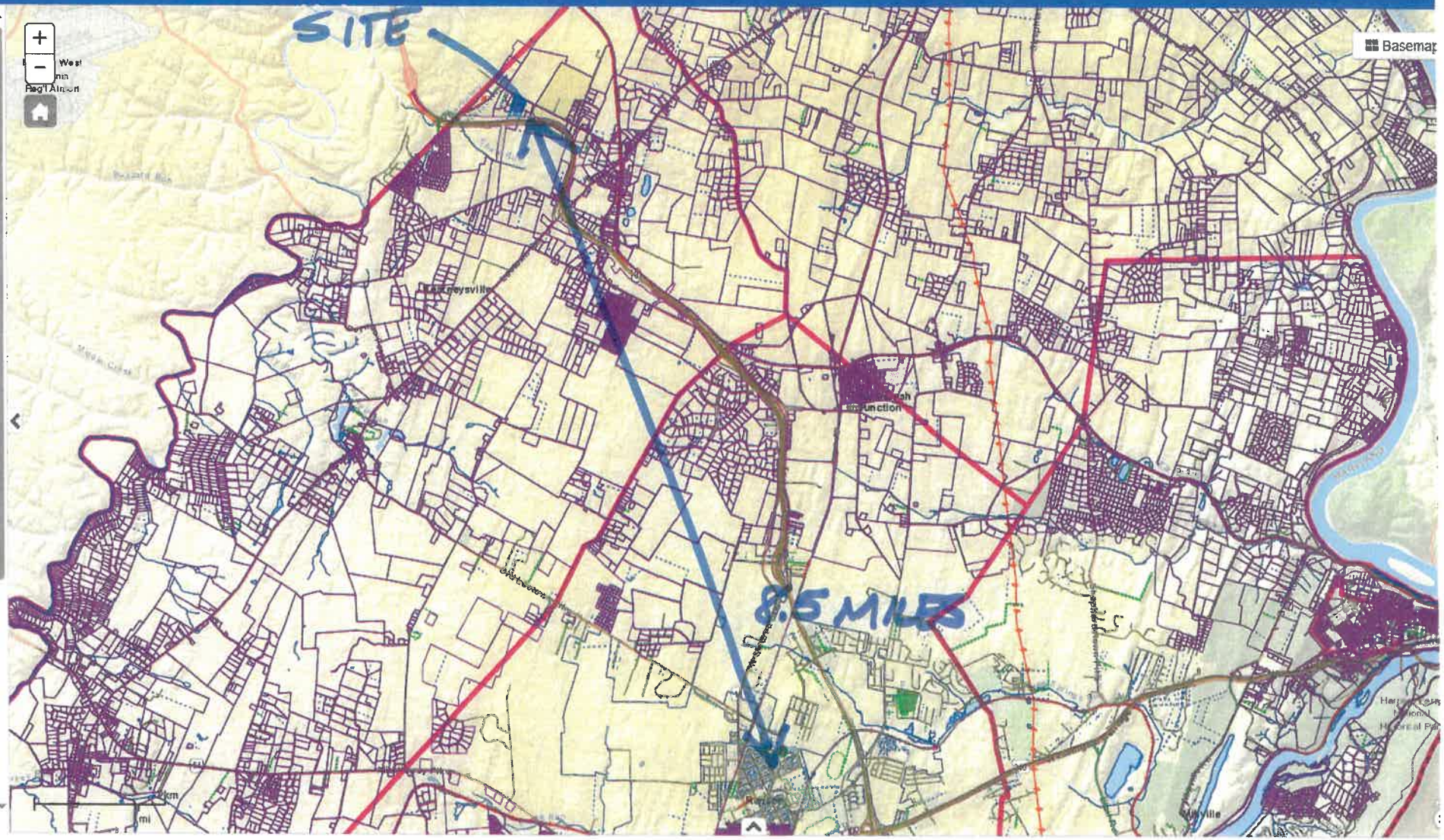
DRAWN BY:	G. SEPP		
CHECKED BY:	T. LLOYD	SCALE:	AS SHOWN
		DATE:	December 28, 2023

PROPOSED CONDITIONS

SHEET NUMBER:
2 OF 2

Jefferson County West Virginia

Tax Map Viewer



cted

000
AN SAIF &

20000

AN SAIF &

OBINWOOD

/645
S & W

ea:

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT		AMOUNT
GERALD TAYLOR CO., INC.	PUMP / TRANSPORT	WATER FUND	WATER		759.07
	PUMP / TRANSPORT	WATER FUND	WATER		868.43
	VAC LIFT STATIONS	SEWER FUND	SEWER		2,866.39
	TRANSPORT	SEWER FUND	SEWER		935.55
	VAC LIFT STATIONS	SEWER FUND	SEWER		1,719.37
				TOTAL:	7,148.81
THE CI THORNBURG CO, INC.	RADIO PIT LID HOUSING ONLY	WATER FUND	WATER		400.44
	CHLORINE	WATER FUND	WATER		2,745.00
				TOTAL:	3,145.44
UNITED BANK	FOR PERIOD ENDING 1/31/202	WATER FUND	WATER		100.00
				TOTAL:	100.00
HD SUPPLY INC	FLEX-PRO PRSTLTC MTRNG PMP	WATER FUND	WATER		6,109.49
	TESTING SUPPLIES	SEWER FUND	SEWER		1,253.38
				TOTAL:	7,362.87
VITAL SIGNS	SIGN FOR BULK WATER	WATER FUND	WATER		90.00
				TOTAL:	90.00
ZETA SOLUTIONS, LLC	KEMIRA PAX-XL8	WATER FUND	WATER		10,832.40
				TOTAL:	10,832.40

========== FUND TOTALS ==========

50	WATER FUND	77,286.07
60	SEWER FUND	220,713.05
	GRAND TOTAL:	297,999.12

TOTAL PAGES: 3

APPROVED BY: _____

APPROVED BY: _____

This Packet:	$ 297,999.12
D.Brill, easement check dated 2/21/2024:	625.00
First CT Group, easement check dated 2/21/2024:	1,200.00
City of Ranson, CIF check dated 2/28/2024:	78,000.00
Total:	$ 377,824.12

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT		AMOUNT
GUTTMAN ENERGY	W/E 2/11/24	WATER FUND	WATER		575.03
	W/E 2/18/24	WATER FUND	WATER		299.03
	W/E 2/11/24	SEWER FUND	SEWER		1,225.57
	W/E 2/18/24	SEWER FUND	SEWER		1,106.60
				TOTAL:	3,206.23
INWOOD QUARRY, INC.	C1 & I10 PICKUPS: 2/22/24	WATER FUND	WATER		759.21
	C1 & I10 PICKUPS: 2/22/24	WATER FUND	WATER		759.21
				TOTAL:	1,518.42
IRON MOUNTAIN, INC	SHREDDING, STORAGE	WATER FUND	WATER		517.64
	SHREDDING, STORAGE	SEWER FUND	SEWER		517.63
				TOTAL:	1,035.27
KAY CASTO & CHANEY PLLC	GENERAL: THRU 1/31/24	WATER FUND	WATER		893.75
	WTRRATEINCREASE: THRU 1/31	WATER FUND	WATER		329.30
	CLLCTNSYSTM: THRU 1/31/24	SEWER FUND	NON-DEPARTMENTAL		10,779.57
	GENERAL: THRU 1/31/24	SEWER FUND	SEWER		1,218.75
	SWRRATEINCREASE: THRU 1/31	SEWER FUND	SEWER		297.70
				TOTAL:	13,519.07
J.C. KUNKLE & ASSOCIATES, A.C.	PROFF SVCS FYE 2023	WATER FUND	WATER		8,250.00
	PROFF SVCS FYE 2023	SEWER FUND	SEWER		8,250.00
				TOTAL:	16,500.00
MCKINNEY'S AUTO REPAIR	SEWER TRUCK SERVICE	SEWER FUND	SEWER		667.88
	SEWER TRUCK SERVICE	SEWER FUND	SEWER		92.48
				TOTAL:	760.36
PACE ANALYTICAL SERVICES, LLC	TESTING: TUSC MNTHLY	SEWER FUND	SEWER		457.90
	TESTING: CT MNTHLY	SEWER FUND	SEWER		314.90
	TESTING: WV0022349/IU01	SEWER FUND	SEWER		103.70
	TESTING: DEERFIELD	SEWER FUND	SEWER		358.60
	TESTING: TUSC WKLY	SEWER FUND	SEWER		154.70
	TESTING: WV0022349/IU02	SEWER FUND	SEWER		317.30
	TESTING: CT WKLY	SEWER FUND	SEWER		292.60
	TESTING: CT NH3	SEWER FUND	SEWER		59.30
				TOTAL:	2,059.00
PRECISION PUMP & VALVE SERVICE, INC.	EATON SOFT START INSTALL	SEWER FUND	NON-DEPARTMENTAL		22,720.00
				TOTAL:	22,720.00
QUALITY FENCE & DECK CO	REINSTALL FNC @ WTP	WATER FUND	WATER		1,800.00
	RMV & RPLC FNC @ JETTSFARM	SEWER FUND	SEWER		2,500.00
				TOTAL:	4,300.00
ROSS H BARE	SVC CLL CAPERTON DR	SEWER FUND	SEWER		120.00
				TOTAL:	120.00
SG PLUMBING, INC.	141 MARIE DR	SEWER FUND	SEWER		1,350.00
				TOTAL:	1,350.00
STEPTOE & JOHNSON PLLC	GENERAL ENVIRONMENTAL	WATER FUND	WATER		2,975.00
	GENERAL ENVIRONMENTAL	SEWER FUND	SEWER		9,715.00
	GENERAL EMPLOYER COUNSELIN	SEWER FUND	SEWER		162.50
				TOTAL:	12,852.50

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
WILLIAM HOAK	ASPHALT: 1/11/23	WATER FUND	WATER	4,880.00
	ASPHALT: 1/11/23	WATER FUND	WATER	960.50
	ASPHALT: 1/15/24	WATER FUND	WATER	3,675.00
	ASPHALT: 1/15/24	WATER FUND	WATER	1,235.00
	ASPHALT: 1/16/24	WATER FUND	WATER	1,113.00
	ASPHALT: 1/16/24	WATER FUND	WATER	3,019.00
	ASPHALT: 1/11/23	SEWER FUND	SEWER	960.50
	ASPHALT: 1/15/24	SEWER FUND	SEWER	1,235.00
	ASPHALT: 1/16/24	SEWER FUND	SEWER	4,148.00
			TOTAL:	21,226.00
ALVAREZ CONTRACTORS, INC	WWTP PROJECT	SEWER FUND	NON-DEPARTMENTAL	132,116.09
			TOTAL:	132,116.09
IRVIN DUANE SHUTLER	LEAK DTCT @ LBRTY & WSHNGT	WATER FUND	WATER	625.00
			TOTAL:	625.00
AMERIGAS PROPANE LP	PROPANE: 303 S MARSHALL ST	SEWER FUND	SEWER	296.70
			TOTAL:	296.70
APPARATAUS REPAIR & ENGINEERING, INC	REBUILD RECYCLE PUMP	WATER FUND	WATER	2,946.11
	GH PUMP RPLCMNT	WATER FUND	WATER	5,203.65
			TOTAL:	8,149.76
ASSURED PARTNERS	DEC SAFETY MEETING	WATER FUND	WATER	553.55
	DEC SAFETY MEETING	SEWER FUND	SEWER	553.55
			TOTAL:	1,107.10
BIEDLER'S ELECTRIC MOTOR REPAIR, INC.	GREENFIELD PS RPR	SEWER FUND	SEWER	3,363.75
	DEERFIELD PLANT PUMPS	SEWER FUND	SEWER	7,279.68
			TOTAL:	10,643.43
CORE & MAIN	TAP VALVE, VALVE BOX W/LID	WATER FUND	WATER	3,128.80
	STOCK	WATER FUND	WATER	4,214.32
	SS TAP SLV, SS BAND, BALL	WATER FUND	WATER	1,884.32
	RUBBER GSKT	WATER FUND	WATER	32.85
	STOCK	SEWER FUND	SEWER	361.92
			TOTAL:	9,622.21
COYNE CHEMICAL	AMMONIUM SULFATE 40% NSF	WATER FUND	WATER	1,586.00
	HYDROGEN PEROXIDE 31% STD	SEWER FUND	SEWER	724.00
			TOTAL:	2,310.00
CRYSTAL SPRINGS	MONTHLY SVC@ 661 & 842	WATER FUND	WATER	143.47
	MONTHLY SVC@ 661 & 842	SEWER FUND	SEWER	116.49
			TOTAL:	259.96
DEWBERRY ENGINEERS INC	TO4 VLV ASSMNT PRGM DVLPMN	WATER FUND	NON-DEPARTMENTAL	522.50
			TOTAL:	522.50
WV DEPT OF HEALTH & HUMAN SERVICES	BACTERIOLOGICAL TEST	WATER FUND	WATER	160.00
			TOTAL:	160.00
EVERBANK N.A.	PLOTTER	WATER FUND	NON-DEPARTMENTAL	2,256.60
	PLOTTER	WATER FUND	WATER	83.40
			TOTAL:	2,340.00

CHARLES TOWN UTILITY BOARD
SEWER FUND
FISCAL YEAR 2024 CAPITAL EXPENDITURE REPORT
As of February 28, 2024

CAPITAL EXPENDITURE DISBURSEMENT REPORT

DATE	BUDGET LINE ITEM	AMOUNT	DESCRIPTION
8/3/2023	FLEET TRUCKS & EQUIPMENT	$ 61,969.00	2022 FORD F-250 (SEWER DEPT)
8/9/2023	FLEET TRUCKS & EQUIPMENT	14,853.32	JD 17G MINI ESCAVATOR
9/13/2023	PUMP STATION REPAIRS/REHAB	31,642.02	WENDY'S PS UPGRADE
2/28/2024	REPLACEMENT PUMPS/EQUIPMENT	22,720.00	SOFT START @ CTWWP
TOTAL		**$ 131,184.34**	

CAPITAL EXPENDITURE BUDGET VS. ACTUAL

BUDGET LINE ITEM	BUDGET	DISBURSEMENTS AS OF 2/28/2024	BUDGET REMAINING
ASSET MANAGEMENT SOFTWARE IMPLEMENTATION	35,000.00	-	35,000.00
BILLING & ACCOUNTING SOFTWARE IMPLEMENTATION	25,000.00	-	25,000.00
FLEET TRUCKS & EQUIPMENT	80,000.00	(76,822.32)	3,177.68
STANDARD WORK FLEET	60,000.00	-	60,000.00
OFFICE STANDARD FLEET	20,000.00	-	20,000.00
REPLACEMENT PUMPS/EQUIPMENT	100,000.00	(22,720.00)	77,280.00
MANHOLE SUPPLIES FOR REHAB	75,000.00	-	75,000.00
PUMP STATION REPAIRS/REHABILITATION	200,000.00	(31,642.02)	168,357.98
COLLECTION SYSTEM REPAIRS/REHABILTATION	125,000.00	-	125,000.00
TOTAL CAPITAL EXPENDITURE BUDGET	**$ 720,000.00**	**$ (131,184.34)**	**$ 588,815.66**